

**CITY OF AUBURN
TELECOMMUNICATIONS COMMISSION**

**Thursday, July 1, 2004
4:00 p.m. to 5:00 p.m.**

Meeting Minutes

1. ROLL CALL AND DETERMINATION OF A QUORUM

Glenn Tonkin, Scott Barrow, Tom Maguire, Mark McDonald, and Mike Malvey were present. Marsha Berkbiger from Charter and Dean Henderson from Starstream were also in attendance. Meeting was called to order at 4:02pm.

2. AGENDA APPROVAL

This is the time for the public and/or Commission members to ask for removing, postponing, or changing the listed sequence of an agenda item. Motion to approve agenda made by Tom, seconded by Glenn. Motion was unanimously approved.

3. PUBLIC COMMENT

No public comment was made.

4. APPROVAL OF MINUTES

Review and approve of minutes for the regular meeting of **June 24, 2004**. The meeting minutes were not available, and will be reviewed and approved at the next scheduled meeting.

5. BUSINESS

A. Charter – Starstream Transfer;

1. Review Starstream response to the City's questions on 6/14/04: The first issue was the design. The city signed the confidentiality agreement, and Glenn informed Dean of the process that will be used to review the design. The next issue was the pole application status. Dean stated that the process to get some of the applications done is moving forward. The first step is the interconnect between Penryn and the headend site. The response on the completion dates for the rebuild was reviewed. Based on a close date of August 30th, the timeline provided by Starstream shows an upgrade completion date in October 2005. The PEG proposal from Starstream is under review by the attorney, and will be responded to within the next week or so. Clarification of programming was reviewed. There is only one basic programming package offered, and Glenn asked if there would be a "lifeline" basic package offered. Dean responded that this would not be an option. The discussion then focused on getting a physical presence in the city. Dean is working with a local real estate agent to locate an office in the area, that will be a store front, as well as an operational yard. This should be completed in the next six months.
2. Glenn asked about ACTV being broadcast to the county. ACTV wanted to make sure they would still get the same coverage, or more, with this transfer. Dean stated that would not change.

6. CORRESPONDENCE

None to review.

7. INFORMATION AND ANNOUNCEMENTS BY COMMISSIONERS

No information or announcements.

8. AGENDA ITEMS, DATE, AND TIME OF NEXT MEETING

Next meeting – July 8, 2004 - Time: 4:00 pm

9. ADJOURNMENT

Meeting was adjourned at 4:54pm